

MAY 23, 2012 – NOTES OF ACTION TAKEN BY THE SEVIER SCHOOL DISTRICT BOARD OF EDUCATION AT A MEETING HELD ON MAY 23, 2012, AT 3:00 PM IN THE SEVIER SCHOOL DISTRICT OFFICE.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, and Richard Orr, as were Superintendent Myron Mickelsen, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Executive Secretary Patricia Sanchez. Board member Don Naser was excused.

Also in attendance were Secretary Mavane Loftus, Student Learning Director Cade Douglas, Accountant Kari Carter, teachers Curtis Benjamin and Dave Clark, patrons Pat Jerome, Kirsten Barney, JaLee Alger, Misty M., and Terry Ford.

President Johnson welcomed everyone to the meeting.

Tom Hales offered the reverence and led the group in the Pledge of Allegiance.

ITEM #2. – FY 2013 PRELIMINARY BUDGET PRESENTATION. Accountant Kari Carter and Business Administrator Patrick Wilson presented the preliminary budget for FY 2013. Mrs. Carter explained that the USOE currently estimates Sevier District's assessed valuation to decrease by 13-14 percent. Mr. Wilson stated that it was a projected loss of over \$180 million in value, and hopeful that this will not be the case. The state increased the WPU by \$26 and the USOE has projected a small increase for growth to 47 students. The District has seen an out migration because of the economy and it seems to be continuing. The District is down \$3 million plus due to the shortfall of revenues that began in 2009. The stimulus monies have now been depleted. Mr. Wilson explained that the Secure Rural Schools funds have expired and have not been reauthorized at this point. If those funds were reauthorized, it would be on a yearly basis.

Mr. Wilson explained that the District anticipated that 2013 would be a break-even year; that we would get enough revenue from the state because the economy would have turned around so that steps, lanes, and insurance could be funded. However, the District didn't get much of an increase in revenue and also had a 1.9 percent retirement increase, which basically wiped out everything the District received plus some. The deficit the District projected at this point was under a million dollars and now is well beyond a million dollars. The District will go through the budget in an austere manner as far as freezing a lot of the maintenance repairs. Right now, the District would not make it through 2015 with the existing carryover and the growth that the deficit is increasing every year.

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ITEM #3. – CONSENT AGENDA. President Johnson called for a motion to add addendum Item #3.J., Request for Out-of-State Travel to the consent agenda.

A motion was made by Jack Hansen and seconded by Richard Orr to add addendum Item #3.J., Request for Out-of-State Travel to the consent agenda. Motion passed unanimously.

President Johnson called for objections on the consent agenda. Since there were no objections, the consent agenda received Board approval.

ITEM #3.A. – APPROVAL OF MINUTES. Minutes from the April 25, 2012, Board Meeting and Closed Meeting were approved.

ITEM #3.B.1. – POLICY REVISION #3035, SCHOOL FEES FOR 2012-13 – SECOND READING. The proposed revisions to the 2012-13 School Fees Guidelines received second reading approval.

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ITEM #3.B.2. – POLICY REVISION #3165, FIELD TRIPS – SECOND READING. The proposed revisions to #3165, Field Trips received second reading approval.

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ITEM #3.B.3. – NEW POLICY #3161, CAREER & TECHNICAL STUDENT OUT-OF-STATE TRAVEL – FIRST READING. The purpose of this policy is to separate and create greater definition regarding out-of-state student travel requests associated with Career & Technical Education (CTSO). The new policy received first reading approval.

ITEM #3.B.4. – NEW POLICY #3068, INTERNET SAFETY – FIRST READING. The purpose of this new policy is to complete the District's annual certification of compliance with the Child Internet Protection Act and thus meet the requirements of the E-rate program. This requirement stems from the Protecting Children in the 21st Century Act, enacted by Congress in October 2008. This policy will help educate students about appropriate online behavior. The new policy received first reading approval.

ITEM #3.C. – APPROVAL OF EMPLOYEES. The following individuals were approved for employment: **Taylor Jones** as an instructional assistant at Pahvant Elementary; **Diana Lambertsen** as a cook/transport supervisor at North Sevier High; **Malinda Barton** as a teacher at Salina Elementary; **Denise Amber Christensen** as an instructional assistant at Ashman Elementary (*year to year*); **Shantelle Cox** as an instructional assistant at the Monroe Elementary Preschool (*year to year*), and **Kelly Kitchen** as an instructional assistant at the Richfield Preschool (*year to year*).

ITEM #3.D. – EMPLOYEE RECOGNITION. The Board recognized and congratulated Principal Jill Porter, teachers Phillip Johnson, Madeline Lee, and Michelle Nielson on their recent awards. (See insert for details.)

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ITEM #3.E. – STUDENT RECOGNITION. The Board recognized and praised students for their achievements. A letter of congratulations will be sent to each student.

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ITEM #3.F. – REQUEST FOR OUT-OF-STATE TRAVEL. North Sevier High School teacher/coach Lexa Larsen received approval for her, four coaches, and approximately 24 female students to attend the Mesa State College Basketball Team Camp on June 18-21, 2012. Students are responsible for their own expenses. The group will be traveling in private vehicles. One hundred percent of the expenses, including mileage, will be paid by school funds.

Approval was contingent upon the liability, in regards to the private vehicles, being

assumed by the owner/driver of that private vehicle, and that those drivers meet the District's volunteer policy and have passed the appropriate driving tests.

ITEM #3.G. – SCHOOL LUNCH MEAL PRICE INCREASES. In accordance with USDA guidelines and the new fruit and vegetable serving requirements established by the Healthy Hunger Free Kids Act, the Board approved to increase the lunch price by 10¢ in the elementary and high schools for both breakfast and lunch, and 25¢ for adults in both breakfast and lunch pricing.

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ITEM #3.H. – STUDENT INSURANCE FOR FY 2012-13. Harold Dance Investments has provided student accident insurance to the District for several years. The Board approved to continue with this company for the 2012-13 school year.

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ITEM #3.H. – FINANCIAL SUMMARY. The financial summary for the period ending April 30, 2012, was approved as well as the list of checks issued in April 2012.

ITEM #3.I. – ADDENDUM – REQUEST FOR OUT-OF-STATE TRAVEL. North Sevier High School teacher/HOSA advisor Paul Torgerson received approval for him and students Jaden Dimick, Kaesen Rasmussen, Courtney Bosshardt, Brinley Kennedy, Morgan Miller, Jessica Miller, and Nathan Sampson to attend the National HOSA Conference in Orlando, Florida on June 19-25, 2012. Student expenses will be paid from state/school HOSA funds, and personal funds. Mr. Torgerson's expenses will be paid from CTE funds. The approval of this request was contingent upon the Board giving first reading approval to new Policy #3161.

ITEM #4. – PATRON DIALOGUE. Richfield High School teacher/coach Curtis Benjamin addressed the Board in regards to increasing the pay for assistant coaches. He requested being placed on the June Board agenda to be able to present more detailed information about this issue. President Johnson commented that assistant coaches are vital and are very much appreciated for the work they do. Their request to be on the next Board agenda was granted and they were asked to bring information about revenues to offset the costs of increased pay. Later on in the meeting, the Board directed administration to work with the coaches on gathering information and working with the schools on this issue.

ITEM #5.A. – DISCUSSION – ITEMS FROM THE BOARD. The following items were discussed:

- President Johnson reminded the group that typically in June of each year, the Board and Administration plan a social. He asked the group to give it some thought and let him know of some ideas they may have.

ITEM #5.B. – DISCUSSION – ITEMS FROM ADMINISTRATION. The following items were discussed:

Items from Superintendent Mickelsen

- Principal evaluation tool: Superintendent Mickelsen commented that the USOE has provided two summits this year that have been attended by some legislators who are helping guide the

state in developing an administration evaluation tool. The District has implemented some of those guidelines in developing their evaluation tool. A lot of work has been accomplished so far and it is hoped that through the summer months the District will be able to begin that evaluation process for administrators. Several other evaluation models have also been reviewed. The District has modeled the evaluation from the new principal job description that was implemented this year.

- Update on adaptive testing: Superintendent Mickelsen explained that President Johnson serves on the USOE's RFP guiding committee for the next end-of-level assessment. The committee is charged with producing the guidelines for an RFP to go out nationally for vendors to be able to provide formative as well as summative end-of-level testing. The District has been extensively involved with the NWEA tool, which is quite popular with several districts throughout the state. Those districts that have been using NWEA are hopeful this assessment tool will be highly considered for state adaptive end-of-level testing.

Items from Gail Albrecht

- iObservation report: Mrs. Albrecht explained that this instructional tool was put in place two years ago. Because principals were trying to get used to using the tool, so many of the observations didn't use the scale. She reviewed the iObservation scale results, which are lesson segments by content, lesson segments enacted on the spot, and lesson segments involving routine events. There were 1,352 observations accomplished this year, which is up by over 200 from the previous year. She also commented that it has been a very successful year and principals are becoming more familiar with the tool and that teachers are becoming more comfortable with it as well. This tool has really set our District up well for what is coming from the legislature and their required teacher evaluations.

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- YPP update: Mrs. Albrecht shared a District-wide YPP usage report. YPP is more of a progressing monitoring tool and is given weekly or bi-weekly for language arts, math, and reading. CBM's are weekly tests that come automatically with the system. This allows teachers to assign students exercises to address some of the needs they've seen in the weekly tests. Mrs. Albrecht complimented Mr. Douglas for working very hard to make sure YPP usage has increased because it is such a valuable tool to quickly address student needs.

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- Spring assessment update: Mrs. Albrecht explained that the Direct Writing Assessment (DWA) is given only to 5th and 8th grade students. Because Sevier is a pilot district, students are given a pre-test and a post-test. She further explained that students take the DWA on the computer and that artificial intelligence scores the assessment. Mrs. Albrecht commented that she wasn't a fan of this test and preferred the one used before called *My Access*. Superintendent Mickelsen added that a previous District writing test was human-scored and that a correlation study was done between the two writing assessments and results were not very far off from one another.

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NWEA: Testing went very well this year; scores were immediately available and many had met their goal. Teachers already have their class data and are able to self-evaluate their own

teaching. Principals also have their school data. There was a problem with the District's server so the state extended the testing date by two days. The District's technology personnel quickly remedied the problem and the testing was completed. She expressed thanks to Brent Prisbrey and the technical staff for their expertise and quick response.

UALPA stands for the Utah Alternative Language Proficiency Assessment, which requires the testing of all non-English speaking students to demonstrate that they are gaining proficiency in speaking English. The results have been sent to parents. The overview of the test will be shared at a later time.

UAA is the Utah Alternative Assessment, which serves as a required CRT for students with severe disabilities. There were 34 students who took the test.

CRT: Students in physics and chemistry were tested via paper and pencil this year, and those same students also took NWEA's end-of-level online test in those same subjects. That enabled NWEA and USOE to do the equating that's required so that next year the District won't have to double test.

- Mrs. Albrecht provided a flyer outlining the District's summer training schedule. Board members were invited to attend if so desired.

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- Richfield Residential Hall (RRH) data: Mrs. Albrecht provided NWEA growth and proficiency trends for the dorm students in language, reading, math, and science for 2009-2011. She explained that it was now time for the RRH to make their case for reauthorization. RRH Director Cody Workman requested data from the District for this purpose. Superintendent Mickelsen commented that many of the BIE schools are using NWEA, which makes it possible to correlate and compare direct data. Mrs. Albrecht invited the Board to attend a luncheon with the RRH Board at Frontier Village at noon on Thursday, May 24. Three of their governing Board member terms are scheduled to end soon.

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Items from Pat Wilson

- Construction projects: Mr. Wilson reviewed the mechanical and cabinet bids with the group. He explained that Western States chose to submit a letter of withdrawal on the mechanical bid and recommended awarding the bid to SR Mechanical. He also recommended the cabinet bids be awarded to Valley Builders.
- Auditor Request for Proposal: Mr. Wilson explained that the District received a call from the Kimball & Roberts Accounting Firm saying they no longer wanted to do the audit for the District. Auditing services for the District are now out for proposal. He informed the audit committee that on June 4-5, the audit proposals would be evaluated. After that, interviews would be scheduled and a recommendation would be forthcoming at the June meeting. Mr. Wilson stated that he anticipates an increase in audit costs to the District because none of the firms have an actual local auditor. Those firms that have expressed interest either come from the St. George or Salt Lake areas.
- Technology Committee update: Mr. Wilson requested that the Board adopt a work session on June 20, at 2:00 p.m. and allow the technology committee to dialogue with the Board and provide a presentation.

- Mr. Wilson informed the group that there was a bus fire on May 22 on one of the routes in the Redmond area. Bus driver Patsy Hampton did a great job and got the kids safely off the bus. The Fire Department was called and put the fire out. The District is still waiting for the Fire Marshall to issue a statement on the cause of the fire. The District has two 1990 busses and the Fire Marshall is doing a study on both to try and determine the cause. The District is very pleased that no one was hurt and with the response of the driver.
- Mr. Wilson attended a conference on May 22 and was informed of a \$30 million RFP by the Governor's Economic Development Committee. This is to award money toward developing a smart school/technology driven school. The District will look into making application for this grant. This is one of those things the Governor's economic committee is putting out there to showcase to these large companies like Adobe, who are investing millions of dollars in Utah. This also would show that our state is trying to progress into the area of technology.

ITEM #6. – CLOSED MEETING. A motion was made at 4:44 p.m. by Tom Hales and seconded by Jack Hansen to take a break and go into a Closed Meeting to discuss the character, professional competence, or physical or mental health of an individual(s) and litigation. Voting went as follows: yes – Clint Johnson, Jack Hansen, and Richard Orr. Motion passed.

In attendance were President Clint Johnson, Vice President Jack Hansen, members Tom Hales, and Richard Orr, as were Superintendent Myron Mickelsen, Assistant Superintendent Gail Albrecht, Business Administrator Patrick D. Wilson, and Executive Secretary Patricia Sanchez. Board member Don Naser was excused

A motion was made at 5:40 p.m. by Jack Hansen and seconded by Richard Orr to go out of a Closed Meeting. Voting went as follows: yes – Clint Johnson, Jack Hansen, and Richard Orr. Motion passed.

ITEM #7. – ACTION ITEMS. A motion was made by Jack Hansen and seconded by Richard Orr to award the mechanical bid to SR Mechanical subject to reviewing the electrical line item, and to award the cabinet bid to Valley Builders. Motion passed unanimously.

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A motion was made by Jack Hansen and seconded by Tom Hales to approve setting a Board Work Session for Wednesday, June 20, 2012, at 2:00 p.m. Motion passed unanimously.

The Board directed Superintendent Mickelsen to work with Richfield High School in regards to assistant coaches pay.

A motion was made at 5:45 p.m. by Jack Hansen and seconded by Tom Hales to adjourn the meeting. Motion passed unanimously.

I certify that upon motion duly made, seconded and passed, the Board of Education of the Sevier School District approved the foregoing minutes on the 20th day of June 2012. I further certify that a quorum of the Board was present on both the day covered by these minutes and the day of approval.

Patrick Wilson, Business Administrator